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From: GAECKLE, JEFFREY (DNR)
Sent: Tue 5/26/2015 10:09:06 PM
Subject: Abstract review - CERF Seagrass Mega Session!
[2015 CERF Seagrass session FINAL.doc](#)
[2015 CERF Seagrass Session 1stChoice.pdf](#)
[2015 CERF Seagrass Session 2ndChoice.pdf](#)
[2015 Seagrass session abstract scoring worksheet v1.xlsx](#)

Greetings everyone,

The abstracts for our mega session (description attached) were distributed last week by CERF. We received 71 first choice abstracts and 45 second choice abstracts. Now for the review part of the process which requires YOUR input to develop YOUR session. I've done a preliminary screening to help streamline the process since reviews need to be submitted to CERF by Wednesday, June 3 (8 days).

Attached you will find an excel file (<2015_Seagrass_session_abstract_scoring_worksheet_v1.xlsx>). In the workbook, you will find the following worksheets:

- 1) 1st Choice – this tab lists all the abstracts that selected our session as a first choice. I've identified a topic, suggested an alternate session and added comments. There are five abstracts that I had trouble placing into one of our sessions (cells are highlighted red in column F).
- 2) 2nd Choice – this tab lists all the abstracts that selected our session as a second choice. Again, I quickly reviewed these and identified 18 abstracts that could fit into one of our sessions if we found it would add value to our session. Although we don't need to find a session for all of these abstract, I found 27 of them would not fit into one of our sessions well (cells are highlighted red in column G).
- 3) Topic specific tabs for each of our sessions
 - a. Restoration – Gaeckle (13 abstracts)
 - b. Mapping – Young (20 abstracts)
 - c. Functions – Nakaoka (33 abstracts)
 - d. Health – Kaldy (18 abstracts)
- 4) Pull down lists – this tab just provides pull down lists to standardize your responses during

the review.

REVIEW PROCESS - Please conduct your review in columns H-L on your topic specific tab. The steps include:

- 1) Review the abstract (<2015_CERF_Seagrass_Session_1stChoice.pdf> or <2015_CERF_Seagrass_Session_2ndChoice.pdf>). The quickest way to find the abstract is to search the last 4 digits of the reference number (column B on worksheet) in the pdf.
- 2) Select whether you recommend the abstract for your session or not. (YES/NO, column H)
- 3) If YES, do you want the abstract as an ORAL or POSTER (column I)
- 4) RANK each abstract (10 best, 1 worst) (column J)
- 5) If you don't want the abstract in your session, please recommend an alternate session (column K). One option is to make it a poster presentation.
- 6) Finally, add any comments you wish (column L).
- 7) Repeat steps 1-6 for all the abstracts listed on your topic specific tab.
- 8) If you have time, please review the abstracts to 5 unknown seagrass topics on the 1st Choice tab and the 27 unknown seagrass topics on the 2nd Choice tab so we can recommend where these abstracts fit in the CERF conference.

I will transfer your review into the online review form setup by CERF so it is important that you complete columns H-L.

Here's the challenge - each session will have 6 or 7 slots for 15 minute presentations (12 minutes of speaking, 3 minutes of Q/A). Ideally, we all submit some multiple of 6 or 7 talks to fill one, two or three session, but keep in mind, CERF will not be able to accommodate so many seagrass centric sessions. Plus, too many seagrass sessions and we run into some overlap with concurrent sessions where we end up scrambling to see talks in different rooms across the world from each other. Therefore, it is important for you to be critical during the review process, particularly columns H-J. Just looking at the session lists now, it is possible we can petition for two seagrass mapping sessions and two seagrass functions sessions. What I recommend is if you identify the proper number of talks to fill a session or two, then rank these high (10s) compared to the few

talks you think could be posters or deferred to another session.

Thanks again for your help in developing the seagrass mega session! Please let me know if you have any questions. Remember, I need your review on and preferably before June 3 as I need to submit them on June 3.

Thanks,

Jeff

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